

**JOINT FORCE HEADQUARTERS WISCONSIN
WISCONSIN NATIONAL GUARD
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**AIR NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT (MVA) NUMBER 19-94**

OPENING DATE: 22 March 2019

CLOSING DATE: 05 April 2019

UNIT/LOCATION: 128 LRS, Milwaukee, WI

POSITION: Heavy Mobile Equipment Mechanic

MILITARY AFSC REQUIREMENTS: 2T3X1

MINIMUM SKILL LEVEL REQUIRED: 5

AREA OF CONSIDERATION: Restricted to technicians assigned to 128 LRS Vehicle Maintenance

**Available to any 5-level 2T3XX AFSC
Trainees Accepted.**

FILL DATE: TBD

SALARY RANGE: Pay and allowance commensurate with military pay.

MINIMUM GRADE REQUIRED: SSgt/E-5

MAXIMUM GRADE AUTHORIZED: TSgt/E-6

MAXIMUM GRADE AVAILABLE: TSgt/E-6

MINIMUM QUALIFICATION REQUIREMENTS

1. Member must be medically qualified IAW AFI 48-123, Medical Examination and Standards. Applicants cannot be subject to any flagging action for medical purposes. ANG members entering on full-time duty must have a current physical examination (within 36 months) prior to entry date. Individuals transferring from title 10 USC (active duty or statutory tour) are not required to have a new physical unless the previous physical is over five years old at the time of entry onto AGR status. Selected individual must have an HIV test completed within 6 months of AGR start date.
2. Members must meet physical fitness standards IAW AFI 36-2905, Air Force Fitness Program.
3. Applicants with family members currently on-board are cautioned to review ANGI 36-101 for assignment restrictions.
4. Personnel must have sufficient retainability to permit completion of tour of duty. Cannot be eligible for or receiving an immediate Federal (Military or Civilian) retirement annuity.
5. Each application will be screened for all mandatory AFSC entry criteria, if degree requirements are required, please enclose copies of transcripts.
6. While there is no minimum time in position required for application, if selected individual has less than 18 months in current position on initial tour or 12 months in position on subsequent tour, final approval is contingent upon TAG waiver.
7. At a minimum, applicants must be able to obtain and /or maintain a favorable adjudicated personnel security investigation that is commensurate with their currently assigned AFSC. Inability to maintain a favorable background investigation or required security clearance may result in administrative action, including termination from employment.

CONDITIONS OF EMPLOYMENT

1. Individuals selected will be ordered to/or continued on full-time military duty under the provisions of Title 32 USC 502(f). Subsequent tours are at the discretion of the State Adjutant General. Member must remain in initially assigned position for a minimum of twelve months.
2. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete a Statement of Understanding in accordance with Attachment 2 of ANGI 36-101.
3. Applicants participating in the ANG Incentive Program may be terminated upon entry into full-time National Guard duty. See specific incentive agreement for termination rules.

4. Applicants must not have been separated "for cause" from active duty or a previous AGR tour.
5. Existing ANG Promotion Policies apply.

BRIEF DESCRIPTION OF DUTIES:

Plans and schedules vehicle and equipment maintenance activities. Plans and controls work methods, production schedules, operating procedures, and performance standards. Monitors established maintenance priorities, tire and battery shop operations, and determines mission requirements. Ensures vehicles, equipment, tools, parts, and manpower are available to support mission requirements. Ensures maintenance and supply documentation is complete and accurate. Provides input to and reviews the Aerospace Expeditionary Force (AEF) Reporting Tool. Determines the overall mechanical condition of vehicles and equipment, diagnoses component malfunction and initiates repair actions. Systematically analyzes malfunctions by visual and auditory examination or through the use of test equipment. Troubleshoot, repairs, adjusts, overhauls, or replaces major assemblies or sub-assemblies such as power and drive trains, electrical, air conditioning, active and passive restraint systems, fuel, emission, steering assemblies, tracks, brake, hydraulic system components and vehicular equipment attachments. Removes, disassembles, and repairs gasoline or diesel engines and components. Diagnoses, isolates malfunctions and repairs vehicle electrical, emissions, gasoline, diesel and alternative fuel systems. Removes and installs electrical components to facilitate repairs. Repairs components by replacing worn or damaged parts with new or reconditioned parts, grinding, fitting, balancing, or arranging for welding or machining. Reassembles, adjusts and tests repaired units for proper operation. Repairs, adjusts and replaces locks, latches, remote controls, window regulators and other associated body components. Designs and manufactures mounted equipment such as seats, pintle hook mounts and towing connections. Cuts, grinds, bevels and smooths the edges of laminated automotive glass/plexiglas and installs. Replaces curved glass with factory replacements. Cleans, tests, and repairs vehicle radiators and associated parts. Tests for leaks and blockage using tanks and flow testers. Selects the proper equipment for set up and prepares metal for welding. Welds, cuts, and repairs vehicle parts and accessories using oxyacetylene, gas-shielded and arc welding. Inspects and evaluates vehicles, equipment and body maintenance functions. Diagnoses malfunctions of major assemblies and subassemblies to determine the extent of repair or replacement, or recommend disposition of vehicles and equipment. Diagnoses, isolates malfunctions, and repairs vehicle electrical, emissions, gasoline, diesel, and alternative fuel systems. Inspects repaired or rebuilt parts and equipment to ensure work conforms to standards. Inspects equipment for required modification and installation of safety devices. Ensures shop equipment is inspected and serviced at required intervals and that unserviceable tools and equipment are removed from service and their condition tagged. Identifies and initiates material deficiency reports at work center level. Calibrates and adjusts pumps, meters, safety unit proportioning devices, and limiting devices to ensure proper operation. Synchronizes remote or manual electrical and hydraulic controls. Adjusts power boosters, clutches, drive chains, and tension devices. Aligns bearing loads, gear tooth contact, and backlash to manufacturer specifications. Adjusts valve mechanisms, governors, oil systems, control linkages, clutches, traction units and other systems unique to this type of equipment. Times injection pumps and accessory shaft gear trains. Accomplishes tire and battery shop operations in a safe and efficient manner. Performs vehicle, equipment, and vehicle body maintenance functions. Solves complex maintenance problems by interpreting layout drawings, specifications, schematics, diagrams, and operating characteristics of vehicles and components. Uses technical orders, commercial manuals or automated systems to determine maintenance procedures and research parts. Troubleshoots, adjusts, repairs, and tests vehicles: alternate fuel, diesel and gasoline engines; fuel, exhaust and electrical systems; clutches; torque converters; transmissions; transfer cases; power takeoffs; drive lines; axles; frames; steering, suspension, dispensing, brake, air, and hydraulic systems; tracks; winches; emission control, heating and air-conditioning systems, active/passive restraint systems and other mounted or special equipment. Performs preventive maintenance and special inspections. Uses technical publications or automated systems in maintaining vehicles to prescribed manufacturers' maintenance schedules and for researching parts. Ensures special inspections and maintenance on vehicles are performed correctly such as: corrosion control, winterization, storage and shipment. Properly annotates all maintenance performed on prescribed forms for data collection purposes. Practices and ensures compliance with all established safety policies and standards. Implements hazardous waste management policies and procedures ensuring collection, control, disposition and proper procedures for handling of hazardous and toxic waste material accumulations.

SPECIALTY QUALIFICATIONS:

Knowledge. Knowledge is mandatory of: heavy equipment vehicle theory, vehicle and equipment theory, principles and repair relating to internal combustion engines, electrical, mechanical, and hydraulic systems applying to the repair of vehicles and vehicular equipment; methods of hoisting and handling heavy mechanisms; using lubricants, tools, and publications; supply procedures and computers; metal composition and metal working methods; using oxyacetylene, gas shielded, and electric welding equipment.

Education. For entry into this specialty, completion of high school or general education development equivalency is mandatory.

Training. Completion of the following training is mandatory for the award of the AFSC indicated:

- 3.3.1. 2T371, Completion of Vehicle Management 7-level web-based training is mandatory.
- 3.3.2. 2T331, 2T331A & 2T331C Completion of the Interservice Training Review Organization apprentice course.
- 3.3.3. 2T331, 2T331A & 2T331C. Mission Generation Vehicular Equipment Maintenance apprentice course.
- 3.3.4. 2T331A. Firefighting and Refueling Vehicle & Equipment Maintenance apprentice course.
- 3.3.5. 2T331C. Material Handling Equipment (MHE)/463L Maintenance apprentice course.

Experience.

- 3.4.1. For award of AFSC 2T371, qualification in and possession of AFSC 2T351, 2T351A or 2T351C and applicable core tasks is mandatory. Also, supervisory experience in functions such as inspecting, repairing, modifying, or troubleshooting vehicular and equipment systems, automotive body repair and surface refinishing, welding operations and glass work.
- 3.4.2. For award of AFSC 2T351, qualification in and possession of AFSC 2T331 and applicable core tasks is mandatory. Also, experience is mandatory in functions such as inspecting, repairing or maintaining vehicles and vehicular equipment.
- 3.4.3. For award of AFSC 2T351A/C, qualification in and possession of AFSC 2T331A/C and applicable core tasks is mandatory. Also, experience is mandatory in the functions of inspecting, maintaining, or repairing specialized vehicles and equipment.

Other.

- 3.5.1. The following is mandatory for entry into this specialty:
 - 3.5.1.1. Normal color vision according to AFI 48-123, Medical Examinations and Standards.
 - 3.5.1.2. See attachment 4 for additional entry requirements.

3.5.2. The following are mandatory for award and retention in this specialty:

3.5.2.1. Must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, Vehicle Operations.

3.5.2.2. Must possess a valid state driver's license to operate GMVs for "Maintenance Purposes Only" in accordance with AFI 24-301. 3.5.2.3. Must maintain local network access IAW AFI 17-130, Cybersecurity Program Management and AFMAN 17-1301, Computer Security.

3.5.3. Retraining into the 2T3XX career field within the Air Force Reserves and Air National Guard is restricted to the grades of E-6 and below with less than 10 years of Total Federal Military Service.

HOW TO APPLY

All applicants must submit a complete application packet to J1 to be considered for an AGR position. All Applicants must submit an application that includes the following:

- ☐ Cover letter with Job Announcement Number and Position Title for which you are applying, current Military Status (AGR, Technician, Traditional, Active Duty), along with contact information (i.e. Phone numbers and an e-mail address). **Required for all applications.**
- ☐ If you are unable to obtain or must substitute required documents, a detailed statement must be provided in the Application Cover letter to justify the absence. **Failure to include justification for missing or replaced documentation in cover letter will result in disqualification of Application. Documents submitted after the closing date will not be accepted.**
- ☐ NGB Form 34-1 (Application for AGR Position) dated 11 November 2013 (**must be provided even if already AGR; must be signed and dated**). Manually signed copy accepted. Digital signature may fall off when combining PDF files. Double check prior to sending packet.
- ☐ Record Review RIP (**NOT point credit summary or Career Data Brief**) complete and current. Other Service Components submit appropriate individual personnel information printout. This is used to verify AFSCs, aptitude scores, position status, time in service, time in grade, etc. This can be pulled from VMPPF. If you cannot pull contact your A1.
- ☐ All airmen will provide a satisfactory fitness test by the last day of the month (must meet this requirement by the closing date).
- ☐ Current (within 12 months) **AF Form 422**, Physical Profile Serial Report. Other Service Components submit medical documentation that includes PULHES score and if any PULHES are a "3", a statement indicating that individual is Worldwide Deployable. If you do not know where to obtain a 422 contact your Medic section. A working copy will be accepted to show the process has been started if most current 422 is not within 12 months of the closing date. This is used to verify PULHES and medical readiness.
- ☐ DMA FORM 181-E (Race and National Origin Identification) dated OCT 2006.*

**The Wisconsin National Guard is an organization that values diversity and inclusion. As part of our recruitment process, we invite all job seekers interested in employment with The Wisconsin National Guard to voluntarily provide gender and ethnic information for *Equal Employment Opportunity reporting. We do not use this self-identification information in any manner to make our hiring decisions, and whether or not you provide your self-identification information will have no impact on our review of your resume and/or application.*

- ☐ All Other Service Component applicants must have their **ASVAB** raw scores converted to Air Force ASVAB scores and include them in a letter from either a Recruiter or MEPS Counselor.

1. E-mail **SCANNED** application encrypted to AGR POCs SSG Jennifer Valencia and SrA Ryan Olson: jennifer.r.valencia2.mil@mail.mil and ryan.e.olson9.mil@mail.mil. An email will be sent to confirm receipt of application. **Emails verifying receipt are not automatic.** Feel free to call Comm (608) 242-3720 or (608) 242-3730 to verify receipt of your packet. Scan file in as 1 PDF. Contact your unit to assist if needed.

2. Applications can also be mailed at applicant's own expense (next day mail suggested) or hand carried to: Joint Force Headquarters Wisconsin, ATTN: **WIJS-J1-AGR (AGR Army Staffing)**, 2400 Wright Street, Madison, WI 53704-2572. Do not submit application packets in three-ring binders, 2 sided, on card stock, or staple pages together. Must be received prior to closing date or it will be disqualified (do not mail out the last day job announcement is open!) Individuals may call 608-242-3720 or 608-242-3730 before job-closing date to ensure the application was received.

3. **J1 will not review the application for completion or accuracy before the closing date.** The applicant is responsible to ensure that application is complete and all required documents are correct and included. If the application is incomplete, a letter will be sent to the individual indicating the reason for disqualification. All applications submitted become the property of the Human Resources Office and will not be returned.

4. Questions regarding this announcement may be referred to AGR Army Staffing, Comm (608) 242-3718 DSN 724-3718 or e-mail Ng.wi.wiamg.mbx.j1-internet-feedback@mail.mil